

RIDEAU VALLEY CONSERVATION AUTHORITY
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MINUTES

Board of Directors **October 27, 2005** **#10/05**

- Present:** Alan Arbuckle Dwight Bennett
Stephen Bird Ken Graham
Charles Long Michael McEwen
John H. Miller Janet Stavinga
Wendy Stewart Cathy Willoughby
- Staff:** Charles Billington Cliff Craig
Peter Goddard, Manager Baxter Conservation Area
Dell Hallett
Brian Stratton, Manager Source Water Protection Program
- Guests:** David Biggs
- Regrets:** Allan McCallum Maria McRae

John Miller welcomed members to the meeting.

1. **Declaration of Interest** None.

2. **Approval of Minutes, September 22, 2005**

Motion 1 **Moved by:** Charles Long
Seconded by: Alan Arbuckle

That the minutes of Board of Directors Meeting, #8/05, September 22, 2005, be approved.

Motion Carried

3. **Business Arising from Minutes** None.

4. **Meetings**

a) Upper and Middle Advisory Board Meeting, October 17, 2005

Cathy Willoughby presented the Draft Minutes of the Board meeting. The Generic Regulations Public Information meetings are well-attended with over 100 people at the first three meetings. The sustainability of the Lake Management Planning program was discussed. The Ontario Trillium Foundation has given a grant for the first three years with

contributions from various watershed groups including RVCA. There will be a fundraising program started to maintain the program.

b) Conservation Ontario Council Meeting, October 24, 2005

Dell Hallett and John Miller reported the highlights of the CO Council Meeting. Hard copy of the Minutes are available from the office. Items discussed included the CO 2006 budget, the Outdoor Education Task Force, the Generic Regulation and most importantly, Source Water Protection. In a presentation from Ministry of the Environment, the CO members were very displeased to hear that the province is backing off providing SWP implementation funding. CAs are assured of full funding for the SWP Planning phase (next four years), but the implementation phase is a little up in the air at this time.

Motion 2 **Moved by:** Alan Arbuckle
 Seconded by: Wendy Stewart

That the minutes of the combined Upper and Middle Advisory Board Meeting, 3/05, October 17, 2005, and the verbal report on the CO Council Meeting be received.

Motion Carried

5. Accounts Paid, September 1 - 30, 2005

Dell Hallett presented the Accounts Paid for September and made two clarifications.

Motion 3 **Moved by:** Dwight Bennett
 Seconded by: Michael McEwen

That the Accounts Paid, September 1 - 30, 2005, be approved.

Motion Carried

6. Expenditure and Revenue Summary, September 30, 2005

Dell Hallett presented the Financial Summary to the end of September. This is the time for the nine-month review and projection to year-end. Dell walked members through the figures and explained the anomalies. The projection for year-end is a breakeven budget in 2005. Members would appreciate a written description of the tables in addition to the bare numbers in the future.

Motion 4 **Moved by:** Wendy Stewart
 Seconded by: Ken Graham

That the Expenditure and Revenue Summary, September 30, 2005, be approved.

Motion Carried

7. **Staff Report – Memorandum of Understanding for Source Water Protection between MVC and RVCA**

Brian Stratton gave a brief overview of the Source Water Protection program and answered questions about the funding agreements with the province and the SWP building costs. The DRAFT Memorandum of Understanding is attached to the Agenda (pages 2-5).

Motion 5 **Moved by:** Dwight Bennett
Seconded by: Stephen Bird

That the RVCA and Mississippi Valley Conservation (MVC) enter into an agreement to set out the terms of the administration for the source water protection (SWP) program, the roles and responsibilities of each CA and the means by which the CA's will fulfill the requirements of their agreements with the province.

Motion Carried

8. **Staff Report – Appointment of Engineering Consultant to Supply a Hydrogeologist to the Mississippi-Rideau Source Water Protection Team**

Brian Stratton presented the background on the recommendation (pages 6-8 in the Agenda) and answered several questions about the duration of the position and the selection process.

Motion 6 **Moved by:** Alan Arbuckle
Seconded by: Wendy Stewart

That the RVCA enter into an agreement with Intera Engineering Ltd. under which Intera will provide: 1) a hydrogeologist to the Mississippi – Rideau Source Water Protection Team for three days per week for a period of at least six months, and 2) support staff (e.g., GIS and data management specialist, senior hydrogeologist, and administration staff for report preparation), to conduct the initial groundwater related source water protection work in accordance with their proposal dated September 28, 2005, and for an estimated total cost of \$87,630 (including fees and disbursement), which shall not be exceeded without prior approval.

Motion Carried

9. **October Activity Reports**

Dell Hallett directed members attention to the Activity Reports on pages 9-11 of the Agenda.

The Interim Phase Communications Plan for the Source Water Protection program will be attached to the Minutes of this meeting for review.

Members heard a verbal update from Peter Goddard about the new infrastructure improvements made at Baxter in the past six months. The public response is very good and staff will attempt to make these testimonials available on our website for others to enjoy. Next year is the 40th anniversary of RVCA and the 30th anniversary of the Official Opening of the Baxter Conservation Area.

Motion 7 **Moved by:** Cathy Willoughby
Seconded by: Alan Arbuckle

That the October Activity Report be received.

Motion Carried

10. Member Inquiries

The Board discussed at length the progress made towards the new RVCA headquarters building. Cliff Craig led the discussion and answered questions about the process and the background thinking going into the design and cost. A powerpoint presentation on the Christopher Simmonds Architect Proposal was circulated to the Board of Directors with the approved September minutes package. We are now at the stage of developing a Client/Architect Agreement using the standard form of contract developed by the Ontario Association of Architects. The contract has been reviewed by Bell Baker and fairly represents the Terms of Reference and the Architect's proposal. Firm construction costs and final decisions about related lands, assets and available "green" grants are still to come. This information may change the total costs involved, and if so, these changes will be brought back to the Board of Directors for review.

Motion 8 **Moved by:** Janet Stavinga
Seconded by: Stephen Bird

That RVCA enter into a Contract for Architectural Services (Attachment 1) with Christopher Simmonds Architect to build a new headquarters in Beryl Gaffney Park i) based on the terms and conditions as outlined in Attachment 1, ii) at an estimated construction cost of \$4.5 million, iii) at an upset limit of \$375,750 for architectural services, and iv) at an upset limit of \$61,000 for additional services as defined in Attachment 1.

Motion Carried

11. New Business

Members expressed concern for the people of Kashechewan whose water supplies are reportedly contaminated by E.coli bacteria. Credit goes to the Ontario government for stepping in and helping the people while the jurisdictional questions remain to be sorted out.

An RVCA clothing order is ongoing with samples in the Boardroom. The order is due by Friday, Nov 4 so as to have the items back for Christmas giving.

12. Upcoming Meetings

Board of Directors, November 24, 2005

Members were advised of the upcoming Annual General Meeting of the Friends of the Tay Watershed on Nov 22 in Perth.

13. Adjournment The Chair adjourned the meeting at 9:30 pm.

**Chair,
John Miller**

**Recording Secretary,
Charles Billington**

C:Board of Directors Minutes Oct 27 05 Approved